

Oak Ridge Office of Environmental Management (OREM) Technical Support Services
DE-SOL-0009142
RFP Q&A Round 1 Questions 1 to 5 (10-24-16)

#	RFP Section/ Sub-Section	Subject/Title	Page Number	Contractor Comment/Question	SEB Answer/Response
1.	C.01.2.6	Records Management	RFP Body, Page 28	What is the capacity of storage needed for hardcopy document records management?	Data/documents shall be stored electronically to the greatest extent possible. However, there are hardcopy records that will be transferred from the predecessor contract, primarily consisting of historical baseline data and cost estimate supporting data. The volume of hardcopy records is estimated to fit in eight, five-shelf bookshelves.
2.	C.01.2.6	Records Management	RFP Body, Page 28	With respect to Records Management, do you anticipate any electronic storage needs? If so, what is the capacity?	Data/documents shall be stored electronically to the greatest extent possible. The contractor shall establish, maintain, and manage a secure repository for all electronic data/documents (1) transferred from the predecessor contract and (2) created in support of this contract and its resulting task orders. The approximate volume of predecessor contract electronic data requiring storage and maintenance is 3 Terabytes and includes, but is not limited to: data supporting the OREM integrated baseline (including cost estimates, bases of estimates, waste generation forecasts, etc.); cost estimate detail and workpapers supporting Independent Government Cost Estimates provided to OREM; and technical workpapers, drawings, and subcontractor analyses supporting Technical Reports provided to OREM.

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3.	B.04 and Section J, Attachment J-7	Labor Categories – IDIQ Schedule of Fully Burdened Labor Rates	RFP Body, Page 8, and Section J, Attachment J-7	Will there be a single fully burdened hourly rate for all subcontracted labor within a labor category, or can different subcontractors have different rates?	Different subcontractor rates are acceptable, provided that the Section J, Attachment J-7, <i>IDIQ Schedule of Fully Burdened Labor Rates</i> reflects such on the respective tabs for the proposed subcontractors, and that the necessary columns are added to the Section L, Attachment L-6, <i>Cost/Price Proposal Worksheets</i> where needed for proposal evaluation purposes.
4.	L.09	Key Personnel	127-128	Can personnel other than the designated two Key Personnel positions be identified and their qualifications included in the proposal (i.e. in a summary chart)? If so, what is their importance in Contractor selection?	There are only two Key Personnel positions for this procurement, which are the Program Manager and Program Systems Manager positions. Offerors shall propose one key person for the Program Manager position, and one key person for the Program Systems Manager position. The Government will not evaluate and Offerors shall not provide the names or qualifications of any non-key personnel.
5.	General	Pre-solicitation Conference	N/A	Will DOE host a Pre-solicitation Conference for this procurement?	DOE is not planning to host a pre-solicitation conference for the OREM TSS procurement.